

**DEPARTMENT OF CHILDREN AND FAMILIES
JOB OPPORTUNITY**

**SOCIAL WORKER - SOCIAL AND HUMAN SERVICES
MAY UNDER-FILL AS SOCIAL WORKER TRAINEE
Full time (Monday through Friday)**

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public

Location: Torrington Area Office - 62 Commercial Boulevard, CT 06790

Job Posting No: DL7713TRG

Hours: 40 Hours Per Week

Salary:

Social Worker Trainee:	SH18	\$46,843 - \$58,924 (Annually)
Social Worker:	SH24	\$61,124 - \$77,795 (Annually)

Closing Date: **April 27, 2012**

Eligibility Requirement for Social Worker: Candidates must have applied for and passed the Social Worker - Social and Human Services exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

Eligibility Requirement for Social Worker Trainee: No exam is required.

PURPOSE OF CLASS: In a state agency or institution this class is accountable for receiving intensive training in the provision of social case work services to individuals and families.

Duties may include but not limited to:

SOCIAL WORKER TRAINEE: Receives training in agency social work procedures, personnel policies, program guidelines and legal reporting requirements; receives training in and is given progressively complex assignments involving utilization of interviewing techniques required to assess client needs, elicit information and establish community referral sources; provides basic counseling services to a limited number of clients enrolled in departmental programs, inmates or patients in residence or families of clients receiving services; prepares initial treatment plans, psychosocial evaluation, case histories and other case records as components of a small assigned caseload; refers clients, patients and family members for community or social services, medical or psychological services or housing, financial and employment assistance; motivates clients to increase ability to understand and cope with problems, frustration and anxiety; performs a greater number of specific and complex social work duties and maintains a larger caseload as skills are acquired during training program; performs related duties as required.

SOCIAL WORKER: DEPARTMENT OF CHILDREN AND FAMILIES: Performs a variety of highly skilled case work services for children and youth; maintains medical, physical, social and psychological histories; counsels families, children and youth both individually and in groups; investigates, evaluates and makes recommendations for Juvenile Court on all petitions alleging neglect or abuse of children; recruits and selects foster and adoptive homes for placement of children; consults with psychologists, psychiatrists and other staff to develop and administer treatment plans; consults with community groups to determine appropriate referrals and develop community resources; may supervise volunteer workers in conjunction with department volunteer services programs; performs related duties as required.

Minimum Qualifications Required Knowledge, Skill and Ability: Considerable knowledge of principles, techniques and methods of professional social work; considerable knowledge of various economic, emotional, medical, psychological and social factors influencing attitudes and behavior of individuals and families; knowledge of community resources available to individuals and families; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to interpret and apply social work policies; considerable ability to prepare clear and concise reports and case histories.

General Experience:

SOCIAL WORKER TRAINEE: A Bachelor's or Master's degree in social work or a closely related field OR a Bachelor's degree and one (1) year of professional experience in self-directed use of case management techniques and counseling to sustain or restore client functioning.

SOCIAL WORKER: A Master's degree in social work or a closely related field OR a Bachelor's degree in social work or a closely related field and two (2) years of experience in the self directed use of case management techniques and counseling to sustain or restore client functioning OR a Bachelor's degree and three (3) years of experience in the self directed use of case management techniques and counseling to sustain or restore client functioning.

NOTES:

Closely related fields are: applied sociology, child development, child welfare, clinical psychology, counseling, human development and family studies, human service, marriage and family therapy, nursing, social and/or human services, education and criminal justice.

DEPARTMENT OF CHILDREN AND FAMILIES: A degree in a closely related field is required.

Qualifying experience at this level includes the use of professional interviewing techniques, provision of skilled counseling to an assigned client caseload and assessment of basic client needs (nutritional, environmental, financial, medical, protective service) through continuing personal observation during home visits.

Substitution Allowed:

For state employees successful completion of the Social Worker Trainee program may be substituted for the General Experience.

Special Requirements:

1. Candidates cannot be appointed until all degree requirements are completed.
2. **DEPARTMENT OF CHILDREN AND FAMILIES:** Incumbents in this class are required to possess and retain a valid Motor Vehicle Operator's License
3. **OTHER AGENCIES:** Incumbents may be required to possess and retain a valid Motor Vehicle Operator's License.
4. Incumbents in this class may be required to travel.
5. Incumbents in this class may be required to speak a foreign language.
6. **COMMISSION ON THE DEAF AND HEARING IMPAIRED:** Incumbents in this class must be able to communicate fluently in American Sign Language.

Application Instructions: Please submit a letter of intent, resume, State Application for Employment (CT-HR-12) and three professional employment reference letters from current and/or previous supervisors, to Jenny Nguyen at the address indicated, referencing position #DL7713TRG.

**DEPARTMENT OF CHILDREN AND FAMILIES
Jenny Nguyen - HUMAN RESOURCES
131 West Street
Danbury, CT 06810
FAX: 203-207-5235**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.